

The Music Staff's 2025-2026 Policy

4008 Grant Court, Chesapeake, VA * 757-647-0316 * email lessons@TheMusicStaff.com
School Term September 8, 2025 - June 11, 2026 Summer June 30 – August 20, 2026

LESSONS ()

- **Commitment** includes entire year; **4 weeks notice** if stopping prior to the end of the term
- **Make-ups are only given with 24 hour notice for illness, school activities, and family trips**
- **Refunds, credits, and make-ups** are not given for unexcused or missed lessons
- **Performance or small group classes** are in lieu of that week's private lesson

PARENT RESPONSIBILITIES ()

- Please make your child's weekly lesson time a priority
- Encourage and oversee home practice in a suitable area free from distractions
- Assist in scheduling daily practice for at least five days a week to insure progress
- Be involved by listening to home practice at least one time a week

STUDENT RESPONSIBILITIES ()

- Be responsible for bringing necessary books to the lesson; this is ***not*** the parent's job
- Arrive at lessons on time with a good attitude and ready to learn
- Check weekly assignments to be sure everything is practiced or completed
- Set a daily practice time and be consistent with practice a minimum of 5 days a week
- Find opportunities during the week to play for family and friends

RECITALS and AUDITIONS ()

- **TMS recitals** are listed on The Music Staff's website
- **TMTF recitals** are held in November and February; date, time and location TBA
- **TMTF Play-A-Thon**, a music scholarship fund-raiser in December, is another performance event
- **TMTF Levels of Progress** in March is a one-on-one evaluation for students, all ages and abilities
- **TMTF and VMTA** events are encouraged when recommended by the teacher

TUITION ()

- **Tuition** is payable in 10 monthly installments covering 36 school term lessons + 4 summer lessons
- **Payment** is due the 1st of the month; **\$15 late fee** added if not received by the 15th of the month
- **Books and audition fees** are in addition to monthly tuition; please pay *exact* amount each month
- **Additional summer lessons** may be scheduled with the payment due in July
- **Payment to The Music Staff** may be made by cash, check or Zelle.

Please initial each section, then sign and return the bottom section by Sept 1. Please update contact information.

Student(s) Name (s) _____

Address _____ City _____ Zip _____

Phone Number(s) Home _____ Work _____ Cell _____

Email _____ Emergency Contact _____

Length of Lesson(s) 30" ____ 45" ____ 60" ____ Day & Time of Lesson _____

Instructor () Mary Ann Medlin c 757-647-0316 () Christine Butler. c 757-582-6286

Person Responsible for Financial Commitment _____

Address _____ City _____ Zip _____

Phone Number(s) _____ Email _____

() 10 installments September – June 30 min lessons Monthly Installment per student \$120.00

() 10 installments September – June 45 min lessons Monthly Installment per student \$180.00

() 10 installments September – June 1 hour lessons Monthly Installment per student \$232.00

Total Monthly Tuition Installment \$ _____

Parent's Signature

Date